

THE BOARD OF FIRE COMMISSIONERS

DISTRICT No. 4 — RAMTOWN
HOWELL TOWNSHIP MONMOUTH COUNTY
88 RAMTOWN-GREENVILLE RD.
HOWELL, N.J. 07731-2790

Regular Meeting March 10, 2021

Chairman Gregory Scarlato called the meeting to order at 20:00 hours followed by the Pledge of Allegiance.

Chairman Scarlato read the following legal disclosure:

The New Jersey Open Public Meetings Law, N.J.S.A. 10:4-6 et seq., was enacted to ensure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting its interest is discussed or acted upon.

In accordance with the provisions of this Act, the Board of Fire Commissioners of Fire District No. 4, Township of Howell, has caused notice of this meeting to be published by having the date, time, place, and agenda, to the extent know thereof, posted as follows:

- Published in the Asbury Park Press on December 18, 2020
- Published in the Howell Times on December 21, 2020
- Filed written notice with the Township Clerk on December 16, 2020
- Posted written notice on the Official Bulletin Board at the Township Municipal Building
- Posted on www.njfiredistricts.org

The above postings indicate that Formal Action May Be Taken.

Roll call was taken with Commissioners Scarlato, Bommer, Stalling, Bailey, and Acampora all in attendance.

It was noted that there were three (3) members of the public in attendance.

Administering the Oath of Office: None

Commissioner Acampora reported that the regular workshop Meeting Minutes of February 8, 2021 were posted on the Fire Company Bulletin Board outside the meeting room at the firehouse. He then read the minutes from the regular business meeting on February 9, 2021.

A motion to approve the minutes was made by Commissioner Bailey and seconded Commissioner Bommer. The motion passed unanimously by the Board.

PAYMENT OF BILLS: Commissioner Bailey presented the following bills for payment for the month of March 2021:

1	NJ American water	\$	3,527.36
2	atlas welding	\$	43.18
3	optimum	\$	170.15

4	energy solutions	\$ 8,780.00
5	defender	\$ 1,250.99
6	Motorola solutions	\$ 393.60
7	Witmer public safety	\$ 340.00
8	common cents	\$ 340.20
9	cit	\$ 193.50
10	all hands fire	\$ 265.73
11	njafd	\$ 300.00
12	liberty mutual	\$ 10,202.00
13	brick township mua	\$ 7,781.40
14	Verizon wireless	\$ 304.08
15	mohel elliott bauer glass	\$ 1,812.50
16	netlink web services	\$ 199.00
17	jersey coast fire equipment	\$ 398.00
18	josh darcy	\$ 96.56
19	American uniform	\$ 101.98
20	csm	\$ 356.00
21	taylor oil	\$ 225.29
	TOTALS	\$ 37,081.52

A motion was made by Clerk Acampora and seconded by Commissioner Bommer to pay the bills for March 2021. A roll call vote was taken with the following results:

Scarlato – Yes
Bommer – yes
Stalling - Yes
Bailey – Yes
Acampora – Yes

The motion passed unanimously 5-0.

COMMUNICATIONS

Received

Sendzik & Sendzik: Affidavit of Publication for Monthly Meetings
Affidavit of Publication for Hearing – Budget Adoption
Synopsis of Audit
Notice of Election
Minutes from NJ State Association of Fire Districts – 12/2/2020 meeting
Koerner & Koerner: Annual Engagement letter
Monthly Fire Bureau reports
Fire Bureau – correspondence regarding tower maintenance
Decker Associates – request for fire incident report

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Sent:

Nothing sent

COMMITTEES

Joint Board Meeting

Meeting held at 19-3. Attended by Commissioners Bommer, Bailey, and Acampora. Long discussion about the current radio proposal of \$5.5MM. The Joint Board approved to employ the services of the current wireless rep to review the proposal, as the rep has already stated that he believes that the price is well overstated. The Motorola radio rep would like to meet with the Board to determine out true needs for the new radio program. The Board is requesting Assistant Chief Scarlato meet with the Motorola rep on either 4/12 or 4/13/21, at his convenience. Clerk Acampora will coordinate with Chief Scarlato in setting up the meeting.

Office of Emergency Management (OEM) and Howell Township Police Department may be housing vehicles in the Ramtown First Aid building that the town has recently taken possession of. An ambulance will also be housed there.

The next Joint Board meeting will be 6/3/2021. The location of the next meeting is not known yet.

Chief's Report

All monthly reports were presented by the Chief.

COVID-19 is still here and the Chief is still informing all fire fighters that the current COVID-19 policy is still in place and everyone still needs to wear masks and proper PPE for all calls and follow all fire house rules.

Assistant Chief Scarlato stated that the computer system is having issues and it may possibly be the router or server. He is going to contact CSM to schedule an appointment to have them come out and check our system. He also stated that we have received all the Hotspots for all the vehicles and that we can cancel the Air Cards that are currently in the laptops.

Chief Engineer

Chief Engineer Gilsonan is currently out on medical leave and the remaining engineers are maintaining the fleet and keeping Chief Gilsonan apprised of any issues.

Ladder 490 – no issues

Engine 475 – no issues

Engine 480 – no issues

Tanker 495 – no issues

Vehicle 486 – no issues

Bush 494 – no issues

Utility 487 – no issues

Vehicle 466 – no issues

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Vehicle 467 – no issues

Purchaser:

No purchases

TRUCK COMMITTEE:

New Engine: The chassis should be in early May and the pre-construction trip to the FL plan may be in mid-May 2021.

QPA Newberry sent an email with the status of obtaining price requested for new radios and SCBAs for the new truck. He will forward price quotes when they have been received.

New Command Vehicle: No update

OLD BUSINESS:

Chairman Scarlato stated that the annual fire company physicals will be held on Saturday, May 8, 2021 at 9am at the fire house. All fire fighters needing a physical will be notified by the Board.

A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to pass Resolution 03092021-01 RESOLUTION ACCEPTING BIDS AND AUTHORIZATING AN AWARD OF CONTRACT FOR PRESENTATIVE MAINTNEANCE/REPAIR TO FIRE APPARATUS AND VEHICLES. A roll call vote was taken with the following results:

Scarlato – Yes
Bommer – yes
Stalling - Yes
Bailey – Yes
Acampora – Yes

The motion passed unanimously 5-0.

The fire bureau has submitted a request for needed repairs to be performed on the radio tower located at the Howell Police Department. The total cost of the needed repairs is \$5,218 and will be split amongst the five (5) fire districts. The Board has noticed Chief Lewis to move forward with the repairs.

Clerk Acampora informed the Board that all of the needed paperwork has been received and the death claim for Lewis Van Horn has been filed.

NEW BUSINESS:

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A motion was made by Commissioner Bommer and seconded by Commissioner Bailey to entire into an annual contract with Koerner & Koerner PA to act as the Board's accountant. A roll call vote was taken with the following results:

Scarlato – Yes
Bommer – yes
Stalling - Yes
Bailey – Yes
Acampora – Yes

The motion passed unanimously 5-0.

Clerk Acampora stated that the Board has received a request for LOSAP distribution from fire fighter 2021 – 01. Clerk Acampora stated that the fire fighter meets all vesting qualifications and recommends the Board approval of the withdrawal. The motion passed unanimously by the Board.

A motion was made by Commissioner Bommer and seconded by Commissioner Stalling to pay the twenty-six (26) fire fighters the annual LOSAP contribution of \$1,787.00 each, for a total LOSAP contribution of \$44,675.00. A roll call vote was taken with the following results:

Scarlato – Yes
Bommer – yes
Stalling - Yes
Bailey – Yes
Acampora – Yes

The motion passed unanimously 5-0.

GOOD AND WELFARE:

It was noted that the Board's attorney, Jay Sendzik, passed away suddenly. The Board stated that we will continue to employ the services of Sendzik & Sendzik as the Board's attorney, as Kate Haines (Jay's daughter) will be taking over the firm. In the next six (6) months, the Board will schedule a meeting with Kate to discuss her services for the Board.

JOINT PURCHASING COMMITTEE: None

APPLICATIONS/TERMINATIONS: None

PAYROLL:

First Quarter 2021 payroll was approved at the workshop meeting in the amount of \$14,391.00. Treasurer Stalling will make a transfer of \$15,000.00 to cover the payroll.

TREASURER'S REPORT: Commissioner Stalling reported the following balances for the Board's account activity for the month of March 2021:

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Mar-21

Operating Account

Opening Balance	\$42,807.62
Interest	\$2.70
Canceled Checks	
Transfers	<u>\$35,000.00</u>
	\$77,810.32

NJ PERS TEPS	
Bills Paid	\$37,081.52
Bills Paid	
Bills (Radio Consulting)	
Service Charge	
Ending Balance	<u>\$40,728.80</u>

Savings Account

Opening balance	\$2,535,687.88
Deposit	
Interest	<u>\$398.62</u>
	\$2,536,086.50

Transfers	<u>\$50,000.00</u>
Ending Balance	\$2,486,086.50

Payroll Account

Opening Balance	\$7,402.26
Interest	\$0.84
Transfer	\$15,000.00
ADP	
	<u>\$22,403.10</u>

Payroll	
Fees	
Fees	
Ending Balance	<u>\$22,403.10</u>

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The Treasurer's report was accepted on a motion by Clerk Acampora and seconded by Commissioner Bailey and passed unanimously by the Board.

PUBLIC COMMENT: There were four (4) members of the public in attendance at the end of the meeting.

EXECUTIVE SESSION: None

ADJOURNMENT: This concluded the business before the Board and a motion was made by Commissioner Bailey and seconded by Clerk Acampora to close the meeting. The motion passed unanimously by the Board.

The meeting closed at 21:00 hours.

Respectfully submitted:



Michael L. Acampora
Clerk